

**Town of Woodstock
Water Pollution Control Authority
Regular Meeting Minutes
Tuesday, May 25, 2021 – 7:00 PM**

In accordance with Governor Lamont's Executive Order and social distancing guidelines recommended by the CDC in response to COVID-19, members of the WPCA participated in the meeting via ZOOM online.

MEMBERS PRESENT: Roger Gale, Stewart Morse, Paul Gohn, John Cimochoowski

MEMBERS ABSENT: Timothy Rainville

OTHERS PRESENT: None

1. **Call to Order:** Chairman Roger Gale called the meeting to order at 7:04 pm.

Motion was made by Stewart Morse, and **Seconded** by John Cimochoowski, to **Add** agenda item 3(a) regarding a sink hole on Route 169 at the old Annhurst College property.

2. **Approval of Minutes:**

- a. April 27, 2021 Regular Meeting: **Motion** was made by John Cimochoowski, and **Seconded** by Stewart Morse, to **Approve** the April 27, 2021 regular meeting minutes as presented. **The motion passed unanimously.**

3. **Citizens'/Chair's/Executive Assistant's Comments:**

- a. Sink hole near old Annhurst College property: Highway Facility Foreman John Navarro shared with Chairman Gale and Stewart Morse that a sink hole behind the ball field was found and he wondered whether the sewer lines were causing it. Chairman Gale assessed the area and determined it appeared like an abandoned septic tank. Because its town property, John Navarro will be taking care of it.

Chairman Gale asked if everyone was comfortable attending meetings in person moving forward. All in attendance were in favor. The next meeting will be in person on July 13, 2021, at 7 pm.

4. **New Business:**

- a. Pump Station Maintenance: Stewart Morse switched the two pumps at the pump station and logged the pump times to determine the level of use the back-up pump is getting. Chairman Gale stated he will coordinate a time in July for Putnam WPCA to install the rebuilt pump to replace pump #2 (originally pump #1 before being recently switched). Once the pump is removed, Stewart Morse will bring it to Piela to determine why it is less efficient and if it is worth getting rebuilt. Chairman Gale will contact Timothy Rainville to see if his son would be available to cut some brush at the pump station.
- b. Service Calls: There have been no service calls since the last update.
- c. Update on Calibration of Putnam Meter: There was nothing to report on this item. Chairman Gale will contact Putnam WPCA to clean the line above and below the meter.

5. **Old Business:**

- a. Repair Services: None.
- b. Northeast Placement Services: Chairman Gale is planning to visit NEPS next week.

- c. Tasse: Chairman Gale will speak with Timothy Rainville for a status update.

6. System Maintenance Update:

- a. Grinder Pump Repairs/Main Line Maintenance: There are two remaining pumps at Linemaster that will need to be removed.

7. Flow Report:

- a. Weekly Meter Readings of Main Line Wastewater Flow to Putnam FY 2020-2021: The weekly meter readings report was included in the meeting packets.
- b. Rainfall Data: The rainfall data was included in the meeting packets.

8. Financial Update:

- a. Payment of Bills: **Motion** was made by Stewart Morse, and **Seconded** by John Cimochoowski, to **Approve** the summary of bills totaling \$437.45 as presented. **The motion passed unanimously.**
- b. Treasurer's Report / FY 2021-22 Budget: The budget report was included in the meeting packets. Chairman Gale stated the fund balance as of today reflected \$267,577.36.
- c. FY 2021-22 Sewer Usage Rates: A calculation sheet on sewer use billing rates was included in the meeting packets for members' reference.

Motion was made by Stewart Morse, and **Seconded** by John Cimochoowski, to **Set** the rate for residential customers at \$9.42 per 1,000 gallons and commercial customers at \$10.17 per 1,000 gallons, both of which remain the same from last year's rates. **The motion passed unanimously.**

- 9. **Correspondence:** There was no correspondence. Stewart Morse suggested the Board review its engineering services at the upcoming meeting. Chairman Gale offered to contact Tighe & Bond to determine their interest in sharing any feedback regarding the system due to its age. This will be on the July agenda under new business. Chairman Gale spoke with First Selectman Jay Swan regarding the possibility of Cindy Brown leaving WPCA for a position in the Zoning Department. Mr. Swan shared that the process is fluid and things are adjusting daily.

10. Review of Member Follow-up Activities for Next Meeting:

- a. Stewart Morse: Once the pump is removed from the pump station, Stewart Morse will bring it to Piela to determine if it is worth getting rebuilt and why it is less efficient.
- b. Roger Gale: Roger Gale, John Cimochoowski and Stewart Morse will coordinate a time to meet at the pump station on Wednesday, 5/26. Chairman Gale will contact Timothy Rainville to see if his son would be available to cut some brush at the pump station. Chairman Gale will contact Putnam WPCA to clean the line above and below the meter. Chairman Gale will visit NEPS in the next week.

- 11. **Adjournment: Motion** was made by Stewart Morse, and **Seconded** by John Cimochoowski, to **Adjourn**. The meeting adjourned at 7:41 pm.

The recording of this meeting can be found here: <https://youtu.be/F6oNVX-Zl4k>

Respectfully submitted by Cynthia Brown, Recording Secretary. **DISCLAIMER:** These minutes have not yet been approved by the WPCA. Please refer to next month's minutes for approval/amendments.